

Fitchburg State College

Sustainability Plan


Date: October 3, 2005

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This Sustainability Plan has been reviewed and approved by Jay D. Bry, Assistant Vice President of Administrative Services at Fitchburg State College on 10/24/05 (Date).


Signature of Jay D. Bry, Assistant Vice President of Administrative Services

1. Agency Information, Impact Identification and Sustainability Team

1.1 FSC Description and Scope

Fitchburg State College (FSC) is an institution of higher education that integrates an interdisciplinary, multicultural liberal arts and sciences core with all professional and arts and sciences majors. U.S. News and World Report ranks FSC highest among the Massachusetts state colleges. FSC seeks to achieve its mission through:

- Mutually supportive strong Liberal Arts and Sciences professional majors;
- A student-centered environment; and
- A commitment to the welfare of the larger community and region that it serves.

Fitchburg is a city of 40,000 residents located in the North Central part of Massachusetts, close to the New Hampshire border and about 60 miles from Boston. The total land area of the campus is 226.2 acres, including the following three parts:

Main campus: 33 buildings (some nearly a century old, most post-60s) on 31.4 acres.

McKay Teacher Education Center: 12.0 acres.

Athletic Fields: 34.8 acres.

In addition, the college owns 132.8 acres in Fitchburg. Leominster, Lancaster and Lunenburg used for nature and ecological study, 10 acres on John Fitch Highway in Fitchburg, and 5.2 acres on North Street in the vicinity of the Recreation Center near the main campus.

The total on-campus enrollment is 4,719 with 2,901 day undergraduates, 551 evening undergraduates and 1,465 graduate students. The twenty resident buildings and town houses accommodate 1,444 resident students. 480 faculty and staff work on campus.

1.2 FSC Impacts on the Environment and Human Health

FSC operates buildings that house classrooms, an elementary school, teaching and research laboratories, residence halls, a dining hall, a power plant, an athletic center with a swimming pool, and administrative services. The operation of these buildings and the activities they support have a direct impact on the environment. Special attention and priority is given to conservation of natural resources, alternatives to toxic materials and/or toxics reduction, environmentally preferable purchasing, sustainable design and recycling at the onset of all academic, capital planning and design initiatives.

In FY 04 staff and students:

- Consumed 9,691,680 KW of electricity.
- Consumed 137,611 therms of natural gas to provide heat, hot water, cooking and pilot ignitions .
- Burned 618,515 gallons of fuel oil and gasoline for heat, hot water, A/C, emergency generators, campus vehicles and grounds equipment.
- Produced 32,426,730 gallons of wastewater (metered by the City of Fitchburg DPW).
- Recycled 13.62 tons of paper, mixed electronics, batteries, fluorescent lamps, expanded polystyrene foam, white goods and furniture.
- Generated and disposed of 2,100 pounds of hazardous waste.

1.3 FSC Operational Costs

In FY 04 the following costs were incurred by FSC to run the campus:

Electricity	\$994,849
Energy Management, NORESO EMS	\$318,970
Fuel Oil	\$607,678
Natural Gas	\$149,745
Hazardous, regulated medical waste, and recycling disposal	\$18,141
Solid Waste removal	\$79,092
Gasoline	\$17,819

1.4 FSC Sustainability Team Members

FSC has established a Sustainability Team to oversee and implement the objectives of this Sustainability Plan. The team meets quarterly and communicates using informal means such as telephone and email between meetings. The team members and their responsibilities are outlined in the table below:

Name	Title	Responsibility
Jay D. Bry	Assistant Vice President for Administrative Services	Oversight, approval, and periodic review of Sustainability Plan.
Joanne Soczek	Environmental, Health and Safety Officer "FSC Sustainability Team Coordinator"	Gives direction and implements sustainability projects identified in this Plan.
David Petrucci	Chief Engineer – Power Plant	Provides technical and engineering support necessary to implement the Plan.
Doreen Ares	Director of Procurement	Oversees Environmentally Preferable Purchasing program.
Student Representative		Assists with day-to-day implementation of sustainability projects identified in this Plan. Also serves as a link to the student body.

2. Long-Term Goals/Vision

2.1 Long-Term Goals

Fitchburg State College has the long-term goals of natural resource conservation and waste reduction, by implementing policies and initiatives that promote natural resource conservation and environmental and fiscal responsibility. The college Environmental Safety Office manages and implements a comprehensive set of environmental health and safety programs for all faculty, staff and students.

3. Short-term Actions and Priorities

3.1 Priority and Area Goals

Below, each sustainability area is described as it relates to the current operations and programs at FSC and describes steps already taken in these areas. FSC goals for the near future focus on increased recycling on campus, a decrease in solid waste and hazardous waste generation, and a reduction in fuel oil and electricity usage. These goals are demonstrated in the current programs FSC has in place and has established in their Action Plan in Section 3.2.

Climate Change/Energy Efficiency

FSC has successfully implemented several energy efficiency initiatives. Since 1997 FSC has partnered with NORESO, an Energy service provider and incorporated an Energy Management System, EMS into facility operations. With this EMS in place, FSC saves energy, conserves natural resources and reduces emissions by using a scheduling and temperature operated control system for heating, cooling and providing hot water to college buildings. The initial energy audit

performed by NORESO identified other areas where FSC could be more efficient including water conservation, emissions, and lighting. NORESO made recommendations based on their audit, and several of those have been implemented, including:

- Use of multi-zoned air-cooled condensers;
- Installation of a more efficient 'summer boiler'; and
- Replacement of high use lighting fixtures with more efficient fixtures and bulbs.

In addition to the EMS, FSC implemented a Summer and Winter Shutdown Program to reduce the amount of energy used to heat and cool the college buildings. The Program involves closing the college between the Christmas and New Year holidays and implementing a four-day work week over the summer break from Commencement until the first Friday in August. In FY 04 the College saved \$36,874 in energy costs from the Summer Shutdown alone. We will continue to institute similar energy saving programs in FY06 and beyond.

All newer college buildings have natural gas as the fuel source for heat and hot water, including the Mara Village complex and the Recreation Center. Another initiative is to separate several additional buildings from the steam plant and convert over to natural gas. Two buildings, Townhouse 6 and 7 were completed this year; two others are slated from the summer of 2006. FSC is also in discussions with UNITIL to convert two boilers at the McKay Campus School to natural gas. The single boiler in the Power Plant will be converted to natural gas by March 2006.

Waste Reduction and Recycling

FSC is committed to reduce the total waste produced by campus operations with the implementation of campus-wide fibers and beverage container recycling programs and a toxics use reduction program. We have partnered with The Institutional Recycling Network to assist us with our recycling efforts. We have a compactor for the fibers in operation and are in lease/contract negotiations for the installation and operation of at least one Reverse Vending Machine for beverage containers.

Our toxics use reduction program was implemented in December 2002. It consists of:

- A Chemical Ordering Policy requiring an inventory check prior to all chemical purchases;
- Maintaining a complete and current hazardous materials and chemical inventory database, using ChemSW- CISPRO database software;
- A campus-wide Environmentally Preferable Purchasing (EPP) Policy;
- A mercury-free initiative;
- A conversion to water based solvents for printing operation by the FSC Print Services; and
- A technology upgrade to digital imaging in FSC Print Services-Copy Center, from photographic methods.

Mercury and PBT Reduction

FSC has implemented a Mercury-free device initiative. This initiative is part of the EPP Program and is an effort to eliminate the purchase of mercury containing devices on campus. In

addition, FSC has initiated an effort to replace all mercury-containing devices: thermometers, barometers, sphygmomanometers and thermostats in use on campus.

Sustainable Design and Construction

Special attention and priority is given to conservation of natural resources, alternatives to toxic materials and/or toxics reduction, environmentally preferable purchasing, sustainable design and recycling at the onset of all academic, capital planning and design initiatives. Sustainable design options are now written into specs, bids and proposals for construction projects.

Water Conservation

Based on the energy audit performed by NORESO, low-flow flush valves have been installed campus wide.

Environmentally Preferable Purchasing

An EPP Policy has been implemented at FSC. This policy dictates the Purchasing staff to purchase biodegradable, "Green" cleaning supplies and products, non-toxic antifreeze for our HVAC coils, remanufactured toner and printer cartridges, and recycle used units, and recycling office and dorm furniture and purchasing reconditioned or used items.

This Policy incorporates the FSC Purchasing staff fully into the sustainability program for the school.

Environmental Compliance

FSC is committed to performing internal department audits with follow up root cause analysis investigations for any environmental issues or impacts that are identified. As a result, for example, NORESO conducted an energy use audit.

In addition, FSC is in the first year of a three-year Campus-Wide Environmental Compliance Audit as part of a Consent Order and Final Agreement with Region I EPA, following an inspection by EPA that took place in 2002. FSC will continue the audit program beyond the mandated period and work towards the development of a formal Environmental Management System on campus.

Natural Resource Protection

Through its commitment to the programs detailed above, FSC considers natural resource protection to be a top priority in all aspects of campus functions and activities.

3.2 FSC Action Plan

FSC's long term vision and short term goals will be recognized through the implementation of this Action Plan. The table identifies tasks, responsible staff, and a timeline for each goal.

Tasks	Responsible Organization/Staff	Timeline
<i>Goal 1: Increase recycling by 25%. This will decrease solid waste disposal volume and associated costs</i>		
• Implement an enhanced collection system of mixed fibers	Facilities EHS Office	January 2006
• Install reverse vending machines on campus	Campus Living EHS Office Facilities	January 2006
• Reduce junk mail by contacting Direct Marketing Association (DMA) and add FSC to the "do not mail" file.	Administrative Services Mail Room	January 2006
• Publish recycling results in campus-wide publication (preferably electronically) to track and encourage participation	EHS Office Student Publication	June 2006
• Implement campus-wide electronic distribution/correspondence system to eliminate printing and paper waste	Administrative Services EHS Office	June 2006
• Purchase double sided printers for use in computer rooms and in Administrative Offices	Purchasing Administrative Services Computer Services	December 2006
• Re-use office and lab supplies to the extent possible. This could also involve using the State Surplus Property System to re-distribute supplies. A campus-wide "rummage sale" could also be used to re-distribute supplies each spring.	Administrative Services EHS Office Student Group	December 2006/ Spring 2007
• Implement full recycling program including: plastic, glass, metal, paper, and cardboard	EHS Office Student Group	March 2007
• If meal cards are plastic (PVC), replace with eco-friendly alternative	EHS Office Dining Services	March 2007

Tasks	Responsible Organization/Staff	Timeline
<i>Goal 2: Decrease hazardous waste generation by 25%. This will minimize the risk of soil and water contamination, reduce human exposure to hazardous materials, and provide cost saving.</i>		
• Micro-scale all laboratory experiments	Laboratories	January 2006
• Purchase non- or less hazardous products through the Environmentally Preferable Products program	Purchasing Laboratories Facilities EHS Office	On-going
• Continue current Chemical Ordering Policy	Laboratories Purchasing EHS Office	On-going
• Continue use of hazardous materials and chemical inventory database, ChemSW-CISPRO	EHS Office Purchasing	On-going
<i>Goal 3: Reduce electric and petroleum based product usage. This will help to conserve natural resources, reduce emissions, and provide cost savings.</i>		
• Convert from oil to gas on existing boilers	Facilities	March 2006
• Power new HVAC systems by natural gas	Facilities	March 2006
• Purchase alternative fuel vehicles for campus use	Facilities Purchasing	March 2006
• Comply with Rideshare program regulations	Staff & students	On-going
• Purchase Energy Star compliant equipment	Purchasing Facilities	On-going
• Perform preventative maintenance on equipment	Facilities	On-going
• Evaluate hybrid fleet vehicles for staff use	Administrative Services EHS Office	June 2006
• Consolidate classes into fewer buildings during inter-sessions and evenings	Facilities	On-going
• Purchase "green" electricity off the grid	Facilities	June 2006
• Investigate more efficient shuttle buses for campus system	Facilities	December 2006

Tasks	Responsible Organization/Staff	Timeline
<ul style="list-style-type: none"> Increase use of virtual meetings, video conferencing, conference calling to reduce travel time and gas usage 	Computer Services Administrative Services	December 2006
<i>Goal 4: Reduce water usage on campus. Benefits include water conservation and reduction in water and sewer costs.</i>		
<ul style="list-style-type: none"> Complete a thorough water usage evaluation 	NORESCO	March 2006
<ul style="list-style-type: none"> Evaluate landscaping techniques, outdoor water usage, field irrigation to determine if water usage can be lowered 	Facilities Athletic Department	June 2006
<ul style="list-style-type: none"> Reduce or eliminate plumbing inefficiencies based on water usage evaluation 	Facilities	June 2006
<ul style="list-style-type: none"> Purchase water saver efficient clothes washers and energy efficient dryers in dorms 	Facilities Campus Life	On-going as equipment is replaced
<ul style="list-style-type: none"> Evaluate ability to use reclaimed water for irrigation and landscaping purposes 	Facilities	December 2006
<ul style="list-style-type: none"> Implement other water saving techniques identified during water usage evaluation 	Facilities	December 2006

4. Management Systems and Institutionalization

4.1 Integrating Environmental Impacts into Key Decision Points

The vision, goals, and actions of FSC staff will result in a reduction of hazards to students and staff, protection of the environment, decreased emissions, and conservation of natural resources. To ensure that these important initiatives are maintained and furthered, the following departments, committees and working groups will have the following permanent items in their mission statements and on their meeting agendas. The FSC Sustainability Team has key members in or reporting to each of these groups.

Board of Trustees

The Assistant Vice President for Administrative Services will present sustainability issues relevant to the college community to the trustees for consideration.

Procurement

Environmentally Preferable Purchasing will be continued by the Procurement Office through approved State vendors as the vendor of choice.

Administrative Services and Academic Affairs

These groups of college leaders are in decision-making positions and will continue to seek safer, more environmentally responsible alternatives to introduce to their areas by writing sustainability goals into their operational department and group mission statements and by discussing sustainability issues with their members during meetings. These groups include Faculty and Ad Hoc Committees, Student Groups and Clubs, Campus Living, Facilities, Print Services, Capital Planning, and the Environmental Safety Office.

Topics raised that have already been implemented through this process include:

- Conversion from fuel oil to natural gas in several buildings;
- Toxics use reduction initiatives in our power plant, trades workshops, printing operation and student laboratories;
- Sustainable design options written into specs, bids and proposals for construction projects;
- A program of regularly scheduled and 'surprise' compliance audits and safety inspections performed to maintain and ensure compliance with local, state and federal environmental laws; and
- A campus-wide recycling program for mixed fibers, furniture, fluorescent lamps, bulbs and fixtures and mixed electronics.

4.2 Education and Training of Staff

Every opportunity will be taken to promote sustainability on campus and beyond. The Sustainability Team will promote sustainability awareness and environmental issues by presenting topics at their department meetings, sending the campus community pertinent news items, articles and papers related to sustainability and provide updates to the college community on the Team's activities and progress. Department staff training sessions will include sustainability and environmental topics and the forum for all staff to present their ideas. Staff will be provided with information about upcoming continuing education seminars and training opportunities in the area. FSC will continue to host training seminars as requested by local, state and federal agencies. All members of the FSC community are encouraged to attend the on and off-site sessions.

4.3 Management Systems

FSC has implemented key mechanisms into college operations that accomplish many of the goals set out in an Environmental Management System. We have support from the highest levels of the administration to make changes and take any actions necessary that will ensure that FSC is environmentally sustainable and an environmental steward and leader. The commitment to continuous improvement is demonstrated by performing internal department audits with follow up root cause analysis investigations for any environmental issues or impacts that are identified such as the campus-wide improvements following the energy use audit conducted by NORESO and a Best Management Practices /corrective actions matrix following an internal campus -wide environmental compliance audit. This audit established the baseline for the college's environmental impact and identified areas that could be our fenceline - the first steps when beginning an EMS.

In addition, FSC is in the second year of a three-year Campus-Wide Environmental Compliance Audit as part of our Consent Order and Final Agreement with Region I EPA, following an inspection by EPA that took place in 2002. FSC will continue the audit program beyond the mandated period and work towards the development of a formal Environmental Management System on campus.

5. Tracking Progress and Program/Plan Review

5.1 FSC Tracking and Reporting Form

EOEA requests that agencies collect data on building energy use, vehicle fuel use, water use, and solid waste and recycling. The form in Attachment A to this Plan will be used to collect this data to be submitted to the State Sustainability Coordinating Council by November 30, 2005 and may be submitted by email to:

*Ian Finlayson – State Sustainability Program Manager
Ian.finlayson@state.ma.us*

The FSC Sustainability Team Coordinator will submit the Tracking & Reporting Form to EOEA, State Sustainability Council, annually as required. FSC will complete the form found in Attachment B to this Plan to track sustainability projects and programs.

5.2 Continuous Improvement

The FSC Sustainability Team will review internal audits from departments, and gather the data necessary to assess the achievement of goals set out in the initial FSC Sustainability Plan. The FSC Plan will be reviewed annually by the Sustainability Team; goals will be reset or adjusted as needed. The form in Section 3.2 will be reviewed and updated as needed to track the goals and tasks set out in this Plan. Ideas, feedback and comments received from members of the College community will be considered when setting new goals or adjusting existing goal targets.

In addition to an annual review, the Sustainability Team will consider the goals and tasks established in this Plan during each quarterly meeting. The Sustainability Team Coordinator will be responsible for updating the forms and Plan. The form in Attachment C will be used to ensure that the Plan and Program are being properly reviewed and updated.

To help the Commonwealth develop a simple model of likely future trends and progress towards meeting State government goals for green house gas reduction, waste reduction and water conservation, they are requesting information on any agency level future plans that are likely to affect your environmental impacts. The primary impacts come from new capital projects and retrofits driven by expansion and modernization plans that might be described in a Strategic or 5-year plan. The form found in Attachment D will help FSC identify this information for the Commonwealth.

The forms found in the Attachments to this Plan and their accompanying instructions, can be found at: <http://www.mass.gov/envir/Sustainable/default.htm>.

Attachment A Operational Data Collection

Name: _____ Agency/Department: _____

Phone: _____ Email: _____

* Please remember to indicate units of measurement used if different from measure listed

Topic	FY05 Data	Unit*	Cost	Notes	
Building Energy Use					
Electricity		KWh	\$		
Natural Gas		therms	\$		
Fuel Oil #2		gallons	\$		
Fuel Oil #4		barrels	\$		
Fuel Oil #6		barrels	\$		
Biodiesel		Gallons	\$	e.g. B20	
Renewables			\$	Type:	
Other (e.g. Steam)			\$		
Vehicle Fuel Use					
Gasoline		gallons	\$		
Low Sulphur Diesel		gallons	\$		
Ultra low sulphur Diesel		gallons	\$		
Regular Diesel		gallons	\$		
Biodiesel		gallons	\$	e.g. B20	
CNG		gallons	\$		
Propane		gallons	\$		
Ethanol		gallons	\$		
Gasohol		gallons	\$		
Water Use					
Water			\$		
Sewer (if separate)			\$		
Solid Waste and Recycling (see Appendix I for common volume/weight conversions)					
Solid Waste total *		Tons	\$		
Recycling total *		Tons	\$		
Recycling Programs	Y/ N	Amount	Units	\$ Cost	Notes
Mixed Paper				\$	
Cardboard				\$	
Mixed Cans & Bottles				\$	
Toner Cartridges				\$	
Lawn and Yard Waste				\$	
Food Waste				\$	
Scrap Metal				\$	
Other C&D Waste				\$	
White Goods				\$	
Electronics/Computers				\$	
Batteries				\$	
Cell Phones				\$	
Other				\$	

A conversion table is available on DEP website: <http://www.mass.gov/dep/recycle/cities.htm#mrpd>

Attachment B
FSC Sustainable Activities

Agency Name: _____ Sustainability Coordinator: _____

Contact Phone/Email: _____

Project Name _____

Topic:	<input type="checkbox"/> Energy <input type="checkbox"/> Waste/Recycling <input type="checkbox"/> Sustainable Design <input type="checkbox"/> Other <input type="checkbox"/> Water <input type="checkbox"/> Purchasing <input type="checkbox"/> Mercury/Toxics <input type="checkbox"/> Natural Resources		
Facility Info:			
Contact Name:			
Contact Phone:		Contact Email:	
Project Description:			
Cost:		Savings (if relevant):	
Results (env. and other benefits)			

Project Name _____

Topic:	<input type="checkbox"/> Energy <input type="checkbox"/> Waste/Recycling <input type="checkbox"/> Sustainable Design <input type="checkbox"/> Other <input type="checkbox"/> Water <input type="checkbox"/> Purchasing <input type="checkbox"/> Mercury/Toxics <input type="checkbox"/> Natural Resources		
Facility Info:			
Contact Name:			
Contact Phone:		Contact Email:	
Project Description:			
Cost:		Savings (if relevant):	
Results (env. and other benefits)			

Project Name _____

Topic:	<input type="checkbox"/> Energy	<input type="checkbox"/> Waste/Recycling	<input type="checkbox"/> Sustainable Design	<input type="checkbox"/> Other
	<input type="checkbox"/> Water	<input type="checkbox"/> Purchasing	<input type="checkbox"/> Mercury/Toxics	<input type="checkbox"/> Natural Resources
Facility Info:				
Contact Name:				
Contact Phone:			Contact Email:	
Project Description:				
Cost:			Savings (if relevant):	
Results (env. and other benefits)				

Project Name _____

Topic:	<input type="checkbox"/> Energy	<input type="checkbox"/> Waste/Recycling	<input type="checkbox"/> Sustainable Design	<input type="checkbox"/> Other
	<input type="checkbox"/> Water	<input type="checkbox"/> Purchasing	<input type="checkbox"/> Mercury/Toxics	<input type="checkbox"/> Natural Resources
Facility Info:				
Contact Name:				
Contact Phone:			Contact Email:	
Project Description:				
Cost:			Savings (if relevant):	
Results (env. and other benefits)				

Please add additional pages as needed

Attachment C
Sustainability Plan Update/Review Form

Instructions: This form is designed to help state agencies meet the requirement in Executive Order No. 438 to provide annual Sustainability Plan Updates (SPUDs). The purpose of these SPUDs is to ensure that agencies are engaged in a process of continuous improvement and that sustainability efforts do not halt or become stagnant. This checklist is meant to facilitate provision of annual updates on these plans to the State Sustainability Coordinating Council.

Agency Name: _____

Agency Sustainability Coordinator: _____

I. Sustainability Team Activity:

Our agency/campus has a sustainability team ☐ Yes ☐ No

Our sustainability team meets:

- ☐ At least every other month
- ☐ A few times a year
- ☐ We have met only once or twice

Our team does not meet:

- ☐ But we have plans to meet within the next several months
- ☐ And we do not currently plan to do so

Team members:

The name and title of the chair of our Sustainability Team is: _____

We have _____ (number) members on our Sustainability Team. (Please list members below)

<u>Name</u>	<u>Position/ Title</u>

II. Sustainability Plan Review:

Our agency/campus has submitted a sustainability plan ☐ Yes ☐ No

If you have said no and you are required to complete one, please say if and when you plan to complete your plan: mo/day/yr _____. Then please proceed to Section 3.

If you have submitted a sustainability plan, have you reviewed the plan since it was written?

☐ Yes ☐ No

If No, do you have any plans to review your sustainability plan during FY06?

☐ Yes ☐ No

Please describe plans: _____

If yes, has the plan been amended/revised in any way? ☐ Yes ☐ No

Please check how the plan has been changed:

- ☐ Deadline/timeline has been altered
☐ Personnel responsibilities have changed
☐ Sustainability objective has been modified

Please provide more detail if available: _____

Do you have a process in place to review your Sustainability Plan on an annual (or more frequently) basis?

☐ Yes ☐ No

If yes, please describe: _____

If you have amended or revised your plan, please provide that document electronically to:

Eric Friedman: eric.friedman@state.ma.us or Ian Finlayson: ian.Finlayson@state.ma.us

III. Sustainability Plan Objectives

Have one or more of your sustainability plan's short-term objectives been achieved?

☐ Yes ☐ No

If no, have you initiated efforts to achieve one or more objectives? ☐ Yes ☐ No

Have you achieved any sustainability objectives not listed in your plan? ☐ Yes ☐ No

Please list all objectives achieved here:

Objective Achieved	Date Achieved

If you have specific information about any of the above objectives listed, are you included this information in the Sustainability activities section below (Section 3 of this form)?

☐ Yes ☐ No

Attachment D
Future Plans and Projects

1. Agency Strategic / Long-term Plans

1.1 Does your agency/college have a Strategic or long-term plan that impacts facilities and or staffing?
☐ Yes ☐ No

1.2 If YES, does this plan include expansion or contraction in staffing and facilities, and over what time period?
☐ Expansion ☐ Contraction

Time period: _____

2. New Construction / Capital Projects

2.1 Does your agency/college currently have any new buildings under construction?
☐ Yes ☐ No

2.2 Does your agency/college have any plans for new building construction or expansion in the next 5 years?
☐ Yes ☐ No

3. Retrofits for Existing Buildings / Facilities Maintenance

3.1 Does your agency/college have any plans in place for future energy and/or water retrofit projects (not including existing projects with DCAM)?
☐ Yes ☐ No

4. Renewable Energy/Water/Waste reduction

4.1 Does your agency/college have any plans for future Renewable Energy installations?
☐ Yes ☐ No

4.2 Does your agency/college have any planned projects for Water conservation?
☐ Yes ☐ No

4.3 Does your agency/college have any planned projects for Waste reduction and/or Recycling?
☐ Yes ☐ No

If you answered Yes to any of the questions above, please describe the project details, and provide data where available, on the anticipated impacts on energy/water use and waste generation that you anticipate using the forms on the next page.

Current / Future Project Name _____

Project Type:	<input type="checkbox"/> New Construction		<input type="checkbox"/> Renewable Energy		<input type="checkbox"/> Waste/Recycling	
	<input type="checkbox"/> Building Retrofit		<input type="checkbox"/> Water Conservation		<input type="checkbox"/> Other	
Facility Info: (sqft, Bldg type)						
Contact Name:						
Contact Phone:			Contact Email:			
Project Description:						
Capital Cost:			Savings (if relevant):			
Expected Results (env. and other benefits)						

Current / Future Project Name _____

Project Type:	<input type="checkbox"/> New Construction		<input type="checkbox"/> Renewable Energy		<input type="checkbox"/> Waste/Recycling	
	<input type="checkbox"/> Building Retrofit		<input type="checkbox"/> Water Conservation		<input type="checkbox"/> Other	
Facility Info: (sqft, Bldg type)						
Contact Name:						
Contact Phone:			Contact Email:			
Project Description:						
Capital Cost:			Savings (if relevant):			
Expected Results (env. and other benefits)						

Please copy and add additional pages as necessary